



WYBUNBURY DELVES
C of E Primary School



Governor Annual Report 2018 –2019



www.wybunburydelves.co.uk

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Welcome to this Annual Report.

As Chair of Wybunbury Delves School, I recognise Governance as a challenging but rewarding part of school life. We all have a part to play in acting as a critical friend to the school. Only by sharing our skills and expertise can we hope to develop and enrich the learning of the pupils who attend the school. I would encourage everyone to make this contribution. If you feel that you can help in any way please contact the office.



There has been a community in Wybunbury dating back to Anglo Saxon times. Whilst the school is not this old, there has been a school in Wybunbury since 1822. Wybunbury Delves joined Chester Diocesan Academies Trust (CDAT) on 1st June 2018.

It is always rewarding to hear visitors to the school talk about its special ambience. Any visitor to the school is subject to a feast for the senses. Whether it is due to visual representations, the calm and aura that surrounds the teaching, or the exceptional behaviour of the pupils it is difficult to truly define. It is a place where everyone is made to feel welcome and special.

I would like to acknowledge the hard work that Mrs Chesters has put in this year, for maintaining the ethos of the school and securing the school through its change of Headteacher. The school continues to grow and nurture its relationship with other members of the academy trust.

The Governing Body is subject to the Ofsted review process. The government sets challenges for governors to fulfil. The school is rated as good by Ofsted in October 2016.

Effective Governance is based on 5 key features:

Strategic Leadership that sets and champions vision, ethos and strategy

Accountability that drives up educational standards and financial performance

People with the right skills, experience, qualities and capacity

Structures that reinforce clearly defined roles and responsibilities

Compliance with statutory and contractual requirements

The chair, with support from the Vice-Chair, is responsible for ensuring the effective functioning of the board and has a vital role in setting the highest of expectation for professional standards of governance. It is the Chair's role to give the board clear leadership and direction, keeping it focused on its core functions. Chairs should encourage the board to work together as an effective team, building their skills, knowledge and experience. They need to ensure that everyone is actively contributing relevant skills and experience, participating constructively in meetings, and actively involved in the work of any committees. It is their role to make sure that everyone understands what is expected of them and receives appropriate induction, training and development. It is for the Chair to have honest conversations, as necessary, if anyone appears not to be committed or is ineffective in their role.

The chair must not exercise as an individual any of the functions of the board except where this has been sanctioned by the board. Where an academy trust board decides, the Chair is permitted to act in cases of urgency where a delay in exercising the function would be likely to be seriously detrimental to the interests for the school, a pupil, parent or member of staff.

The Governors hold meetings each term, smaller committee meetings report back to the full governing body. These are individually chaired. We seek to utilise the individual skills of members of the governing body within these groups.

I would encourage everyone to visit the school website, especially the News section. It is an invaluable communication tool and contains a wealth of information.

Communication is an essential medium for all parties concerned in school life. The Parent Forum continues to work with parent governors to put forward parents' views. If you have an immediate concern you can always approach a member of the school management team or alternatively raise it with your parent governor. Remember these governors were elected as your representatives. I would encourage you to get to know them and use them as your voice within the governing body.

I would also like to thank my fellow governors and members of staff at Wybunbury Delves for helping to make it the excellent school that it truly is.

Finance Committee Annual Report

Wybunbury Delves School has been part of a multi academy trust called 'Chester Diocesan Academies Trust' (CDAT), established by the Chester Diocesan Board of Education, since June 2017. Since joining another three schools have joined and there are plans to take on more. Business Managers meet half termly and are helping to shape the MAT as it expands with regard to the non-curriculum side of the trust. CDAT has overall responsibility for its academies, including finance, with a local governing body established with delegated powers in order to manage the academy on a day to day basis. CDAT strives to develop and maintain sound systems of financial and internal control which meet the requirements of probity and of good financial management. Our school complies with DfE/ESFA guidance set out in the CDAT's financial handbook. The general principles of financial management, adopted by CDAT schools are: -



Selflessness, Integrity, Objectivity, Accountability, Openness, Honesty and Leadership.

As CDAT is a registered company we have to comply with company law as set out in the Companies Act 2006 and Charity Law as required by the Charity Commission. Procedures are stringent and are administered within a framework of accountability by being audited annually.

Within the local governing board, the resources committee oversees the financial performance of the school, obtaining Best Value for goods and services including our staffing costs. As this is public money to be used for the education and wellbeing of our children, we do all we can to maintain/ improve our standards to ensure our children receive the very best we can offer.

Budget

In conjunction with CDAT, we plan ahead to ensure we can balance the budget each year. This is done via careful strategic planning for all areas of the budget. As Wybunbury is within quite an affluent area, our budget is stretched as we do not receive as much funding that schools in less affluent areas receive. Anyone who falls within the lower income bracket, even for a short while, can help the budget by applying for free school meals and/or pupil premium, which really benefits both parents and school.

Free School Meals

If you receive one of the qualifying benefits listed under Income related free school meals we suggest you do make a claim even if your child is in Key Stage 1 as the school can claim additional funding (pupil premium) for new equipment and resources. You can claim free school meals for each child who attends school in Cheshire East if you receive one of these benefits:

- Income Support
- Income based Jobseeker's Allowance
- Income related Employment Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit - as long as you have a yearly household income of less than £16,190 (as assessed by HM Revenue and Customs) and do not get Working Tax Credit
- Universal Credit with no earned income or with net monthly earnings less than £616.67



Kate Hughes and Marian Simmons

We have a small group of dedicated volunteers who have organised the Summer Lights fundraising event over the last few years - school's only major fundraising event. We thank them for their hard work and commitment in making it a success, the money raised does make a difference to school. A priority for next year will be to establish a PTA to allow the organisation of other events across the year.





Health and Safety

Following Mr Jackson's retirement from the governing board, Mr Arnott has been the named governor for H&S for 2018-19.

Lisa Taylor will take on the role from September 2019.

An annual Health and Safety audit takes place, undertaken by Cheshire East, in the Autumn term. They advise on all aspects of H&S and ensure we are compliant. This academic year we were commended again on our adherence and record keeping, however, we continually strive to keep our children safe – and we ask everyone to be vigilant and report any defects or other issues pertaining to safeguarding our school.

Building/ Maintenance Projects

Following last year's successful grant application of £250K we were able to fully replace our old boilers and hot water/heating system.

This year we have submitted two bids for grants to replace part of the roof and the perimeter fencing. We have been successful with the fencing bid which will be replaced in the next few months, enhancing the appearance and security of school and, although the roof bid was turned down, this has gone to appeal, so fingers crossed!

As we have some reserves in the budget we aim to carry out the work to extend the parent car park during the next year, which will also sort out the drainage problems, i.e. flooding. Look out for more news about this in future months. Currently the interior of the school is being repainted which is making a big improvement. Other works include the replacement of the kitchen shutter (H&S) and in June we introduced a new 'signing in' system in the foyer.

We are lucky to have such lovely grounds for the enjoyment of our children so part of next year's sports premium will be spent enhancing this area.



Church school Governance



As a Church school, Wybunbury Delves ensures all feel valued and welcome and provides pupils with the opportunity to develop spiritually and morally within a distinctively Christian environment. We seek to promote outstanding teaching and learning in RE and link to other subjects in order to engage with social and cultural issues that arise in our children's lives and the wider community in Modern Britain. Foundation Governors have undertaken training in this area.

As a Church school, in addition to the statutory Ofsted inspection, we have a separate church school inspection. We have had 5 inspections since 1996, all with outstanding grades. In our last Church school inspection (April 2017) the report stated that: *'Governors are dedicated, vigilant and have a strong presence in school. They know the school well and are effective in offering robust challenge and generous support which is enhancing the effectiveness of leadership in school improvement. Governors ensure that collective worship and RE are well resourced and retain a high profile.'*



Church School Inspection is called the Statutory Inspection of Anglican and Methodist Schools (SIAMS). From September 2018 the new SIAMS framework will give a higher profile to the school's Christian vision and its significance to every aspect of the school's work. As governors, our role along with the leaders of the school is to articulate how the biblical teaching roots the school's vision, giving it coherence, relevance and sustainability.

Several of the governors form a Church School committee to discuss how effectively does the school's distinctive Christian vision, established and promoted by leadership at all levels, enable pupils and adults to flourish. The school has a strong reputation in the Diocese for excellence. Mrs Taylor and Mrs Hughes brings their skills to their roles on the Governing board.

As Foundation Governors we are actively involved in the Christian life of the school. For the past eight years' foundation governors have run weekly prayer groups in our wonderful 'prayer shed', one for children each Thursday lunchtime which is well attended, as well as one for parents and staff on Friday mornings.

Canon Helen Chantry leads our whole school worship on Thursdays. Various services are held throughout the year, both in school and St Chad's, to which you are invited; see our website calendar and news feed for details. These link with the Christian calendar. We also host a new starter's welcome service at St Chad's where children are welcomed into our school and church family. Canon Helen Chantry blesses our Year 6 leavers as they move on to high school.

Liz Taylor





Parent Forum

The Parent Forum has been running for over 5 years now, allowing an excellent channel of communication to be forged between parents, governors and school staff. It is run by school governors; Rachel Brodin, Lisa Taylor and Helen Hunter and has one representative for each year group along with Mrs Chesters (Head Teacher), and Miss McCurrie (Senior Teacher).

Any parent can raise a matter that is important for them with their appointed class representative. This will then be discussed at the termly meeting. These meetings allow for regular transparent face-to-face feedback to be given back to parents. All minutes are posted on the school website for all parents to see under 'our parents page'.

Over the last year the forum has discussed topics ranging from:

- Home/school communication
- OOSC/holiday clubs
- After school clubs
- Lunches
- Parking
- School trips/school funding
- School uniform
- PTA
- Holiday dates
- And even NITS!!!



The forum relies on Parental contributions and is an excellent way to allow the 'Parent Voice', to be heard.

We need your views so please keep providing them to your class representative

Parent Forum

Mrs Chesters	Head Teacher
Miss McCurrie	Senior Teacher
Rachel Brodin	Parent Governor
Helen Hunter	Parent Governor
Lisa Taylor	CDAT Governor
Jenny Barratt	Pre- School Rep
Jenny Sykes	Rec Representative
Kim Williams	Y1 Representative
Faye Partridge &	
Lucy Bradbury Smith	Y2 Representative(s)
Caroline Dugdale	Y3 Representative
Sarah Bielby	Y4 Representative
Jo Bryan	Y5 Representative
Sharon Ollier	Y6 Representative



Rachel Brodin Parent Governor

Out of School Club (OOSC)



Governors are pleased to report that our OOSC is going from strength to strength. With a move to a dedicated space which brings greater opportunity to access the outdoors, Claire Cliffe (as the new supervisor since September 2018) has been able to grow the club and develop the quality wrap around care and holiday clubs. These changes have generated much positive parent and pupil feedback.

A parent survey was carried out December/January to seek views about holding a Summer 2019 holiday club and best weeks for parents. As a result of this survey it was decided to open the Summer 2019 holiday club for 4 weeks - the first two and last two weeks of the summer holiday break.

Governors continue to take a keen interest in all aspects of OOSC and listen to feedback (often received through Parent Forum) - the things which are going well as well as those things which could be 'even better if'. All comments received are discussed and responded back to parents in the forum meeting and published in the meeting notes.

Thanks go to Claire for her work and dedication in ensuring OOSC provides holiday clubs and consistently wraps around the core school day, creating a fun and relaxed experience which reflects the school ethos.

Preschool and Early Years

Early Years

As Early Years governor I met with Liz Taylor, The Early Years Lead and reception teacher to discuss the impact of the national changes that are happening for Reception and the way in which Wybunbury Delves are anticipating the impact of this and how they are being forward thinking in their approach to it. We identified the strengths and areas of development within Early years and the ways in which these are going to be embraced and targeted.



The Early Years has recently been externally moderated, with the teacher judgements found to be secure. The EYFS curriculum in conjunction with a thematic approach, based upon children's interests, have made positive contributions to the children's early development from learning, building a secure foundation from which later learning can grow. The classroom and garden provision are fundamental to the children achieving a good level of development through activities that support listening, speaking, concentration, persistence, and learning to work together and cooperate with other children as well as early communication, literacy and numeracy skills and are used effectively by the early years staff.

Good practice observed:

- Curriculum which is relevant to children
- First-hand experiences
- Learning using senses and movement
- Play
- Learning inside and outside the classroom
- Work at length and depth
- Organisation which allows independence
- Partnership of Parents and Carers
- Observation led assessment



The Early Years team has recently been invited to be part of a CDAT partnership with Early Excellence to explore specific, initially MAT-wide themes/needs that early years are currently facing.

As governors we look forward to the development of this partnership in addressing speech, language and social communication issues and the challenge of transition into Y1 and the positive impact this professional development opportunity for staff conveys to our young ones as they embark on their learning journey at Wybunbury Delves.

Helen Hunter and Liz Taylor

Curriculum

Teaching, Learning and Assessment

The governors act as critical friends to school leadership, offering challenge and support. Visiting school on a regular basis, Governors observe learning and talk with children and teaching staff. They attend training that is organised through the local authority governance team and are invited to relevant curriculum teacher professional Development training arranged through school.

Curriculum Governor visits including Maths and English

Governor visits have included learning walks and classroom observations comprising visiting each class and after a period of observation asking children their views about numeracy or literacy provision, what they liked, didn't like, whether work was challenging or not, and how they knew they were making progress. Pupils are very willing to talk about their learning and proudly show their work. Pupils in all classes continue to use the teacher feedback to help them.

After working with the Maths hub and teacher research group which drives maths mastery, the school reviewed several maths schemes and 'Power Maths' was introduced across school this year. Children have been using their workbooks in class, the introduction appears to be successful to date.

Following a challenging Phonics result Summer 2018, the school leadership have reviewed how Phonics is taught. We are delighted to report that following a successful bid for funding the school leadership team are now in a position to introduce a new approach to the English curriculum, to be launched in the new school year.

Study Work

This continues to be an integral part of the holistic teaching and learning provision at Wybunbury Delves and is recognised within the CDAT community and Cheshire East area as a strength of the school and children continue to be engaged and enjoy the topic based approach to their learning.

Standards Committee

Senior leadership closely monitor pupil progress and Governors meet on a termly basis to discuss standards in reading, writing and maths. The governor role is to ask challenging but constructive questions to ensure that all pupils are making the progress they should and that the school is accountable. Additional teacher support has been allocated especially in Key Stage 2 to ensure that pupils meet their full potential. This is funded in part through the small amount of Pupil Premium received. Governors monitor the progress of Pupil Premium children to ensure good progress is made by them.

Lisa Taylor and Claire Greaves



Inclusion and Special Educational Needs

As the designated Governor for SEN (since 2014) I work closely with the schools SEN Coordinator (Mrs Pointon now on Maternity leave). The role is now being covered by Miss Welch.

Wybunbury Delves strives to ensure that all children (whatever their disability or level of SEN) have access to the full curriculum and are encouraged to achieve the best they can. This is achieved by quality 'first teaching', implementing different teaching strategies and adapting the curriculum where necessary. Effective tracking of a child's progress ensures that whatever strategies / interventions are being used are working well and if not, other ideas are considered.

The Cheshire East SEN toolkit has been used in the school since Dec 17. It gives all teaching staff a clearer understanding of the process of support for children with SEN. Also helping with the identification of what behaviour patterns/ levels of learning progress might trigger the need to look for further support for a child.

Wybunbury Delves works in close partnership with outside agencies when further support for children is required. Such as SALT, CEAT, Educational Psychologists, Dieticians, School Nurses, Physiotherapy and many more. These good links have been strengthened with twilight training sessions organised for all staff from CEAT and Visyon (for emotional well-being). The latter is now being used across KS1 and KS2 in small intervention groups.

Parents are actively encouraged to be involved in the process of supporting a child with additional learning needs. School Focus Plan (SFP) meetings are organised for the beginning of each term either with the class teacher or SEN coordinator (or both). These meetings are to allow parents to discuss concerns, review action plans and discuss next learning steps for their child. Meetings with the class teacher or SEN Co-ordinator can also be arranged at any other time.

Parents of children with higher levels of need will also have an annual review of their child's Education and Health Care Plan (EHCP) involving outside Health and Education agencies as appropriate. This may involve several planning meetings with the schools SEN co-ordinator and class teacher beforehand.

A SEN survey was given out to each parent at their child's summer SFP review to ascertain feedback on how parents feel Wybunbury is supporting their children (and themselves) and any areas for improvement.

As in previous years on my visits around school I have noted that children at Wybunbury continue to be quickly identified if they are falling behind their peers (learning gap) and/or have any additional needs or behavioural difficulties. Classroom observations are backed up with effective monitoring and assessments allowing support to be put into place quickly and monitored for effectiveness. Teaching groups are organised to assist those with SEN whilst maintaining inclusion with their peer group. When learning is tailored to suit the individual learning needs of children it mirrors closely that of the rest of the class.

Ofsted 2017 noted:

"the progress of pupils who have special educational needs and/or disabilities is checked carefully by the special educational needs co-ordinator. Records are detailed and use a range of information to make sure barriers to pupils learning are removed. Information from parents is used well and the views of children about their learning are taken fully into account....."

Rachel Brodin Parent Governor, SEN Governor



Learning Knows No Bounds

Safeguarding

Keeping children safe is a priority for every school and the Governors work closely with the head teacher to ensure compliance. This year we have renewed and updated our safeguarding and anti-bullying policies to be in line with current Safeguarding priorities.

Miss McCurrie is the Child protection officer as her previous experience includes qualifications in Psychology and working with 'looked after' children. She attends safeguarding training with Cheshire East and CDAT. Miss McCurrie works closely with Mrs Chesters and now with myself, since taking on this role on the resignation of Steve Walsh. Next academic year I aim to undertake additional training to support this role. We meet termly to confidentially review records and discuss assessing levels of needs for our children. Parents are always informed if the school feels advice is required from the Cheshire East consultation service or support from the safeguarding children in educational settings team (Scies).



Safeguarding is not just about protecting children, learners and vulnerable adults from deliberate harm, neglect and failure to act. It relates to broader aspects of care and education, including:

- Children's and learners' health and safety and well-being
- the use of reasonable force
- meeting the needs of children and learners with medical conditions
- providing first aid
- educational visits
- intimate care and emotional well-being
- online safety and associated issues
- appropriate arrangements to ensure children's and learners' security, taking into account the local context.

This school year I have visited school to have a full briefing from Miss McCurrie which covered the following important areas:

- observe the school environment and provision;
- discuss the safeguarding arrangements in all aspects of school;
- review Child protection practice;
- Review the school approach to teaching our children about preventing bullying behaviours with Miss McCurrie;

Cheshire East's Levels of Need



Janet Clowes, named Safeguarding governor



Neil Arnott Chair of Governors / Delves Trust

Chair of Governors for the last 10 years, working with the Senior Management Team Neil strives to deliver a school that is inclusive and a place where you would want your children to be educated. When not working, Neil enjoys reading or walking.

Lisa Taylor

A Governor since 2012, Lisa has two children in High School, both of which previously attended Wybunbury Delves. Working in the Public Sector, Lisa sits on the the Parent Forum, Standards Committee, Teaching and Learning, Personnel and Finance Committees. She also helps lead the School Prayer Group.

Janet Clowes / Delves Trust



Janet is a CDAT Foundation Governor. She is also the local councillor for Wybunbury and finds the role of governor invaluable in better understanding the families and communities she represents. She is on the standards committee and is the named person for Safeguarding and Pupil Premium. Janet has lived locally for 30 years, has 3 sons and has recently supported the development of the Wybunbury Combined Parishes neighbourhood plan. Her career background was originally as a nursing sister and then as a postgraduate lecturer at University College, Chester.

Kate Hughes Staff Governor / School Business Manager / Delves Trust Secretary

Kate has worked at Wybunbury Delves School since 2001 and has been support staff governor for 10 years, being involved with school since she was a parent helper when her two boys were pupils. When school became part of CDAT, Kate's role changed hugely as we left the systems and processes of Cheshire East, and was required, as part of CDATs team of Business Managers, to help choose new systems and IT packages to form the business side of running a school as a newly growing academy trust. She still thoroughly enjoys all the challenges and opportunities of running her team and loves her job as much as ever. Kate attends Nantwich Elim church and supports school as governor for RE. She runs a parent prayer group each Friday and a Monday lunch club for children with an interest in Christianity.

Liz Taylor



Liz has worked at Wybunbury Delves since 2000. She coordinates Religious Education and Worship and was instrumental in helping the school achieve "outstanding" in the recent Church School Inspection in 2017 and achieving The Church of England RE Quality Mark. She attends St Chad's where she is a member of the Parochial Church Council.

Rachel Brodin Parent Governor / SEN Governor

Rachel has a special interest in SEN and is keen to help support the school to provide a high quality of education for all children. She has two children currently at the school (and one at high school). Rachel has a background in HR and Retail Management. In her spare time (not much!) she enjoys cooking, fashion and socialising with friends and family.

Claire Greaves



A former pupil of Wybunbury Delves, Claire has three children who are currently in year 2, year 5 and one is now at High School. Claire is a Primary School Teacher and brings to the role many years of valuable experience working within education. Claire is on the Parent Forum, Teaching and Learning and Standards committees.

Marian Simmons

Marian moved to Wybunbury in 2000 to take over the running of the Post Office. She had previously had a long career in Sales and Marketing. She is the link between the school and the Mothers' Union at St Chad's where she worships. She is now enjoying retirement.

Helen Hunter

I am originally from Cheshire but I have lived in Scotland and Durham and returned back to Cheshire 7 years ago. I am a primary school teacher who has experience teaching children in a variety of different settings, across both key stages. I have two children, one who is in reception and one that will be joining preschool in January.

Kathryn Chesters Head Teacher from September 2018



A member of staff since September 1999, working as a Teacher in both Key Stage 1 and Key Stage 2, part of the Senior Leadership team as Senior Teacher and then Deputy Head. I was then successful in being appointed by CDAT as Head Teacher for September 2018.

Our Local Governing Board currently has 2 CDAT Foundation Governor vacancies. In July 2019, two people came forward and expressed an interest in the role. They have met with the Head Teacher and are currently completing the Governor forms. We are hopeful they will be joining our governor team from September 2019